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**Seattle Police Department  
Office of the Compliance Coordinator**

To: Merrick Bobb  
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Seattle City Attorney's Office

Seattle Mayor's Office

From: Bob Scales  
SPD Compliance Coordinator

Date: June 28, 2013

Subject: Delivery of Documents Required by the Settlement Agreement

Attached to this memo are the draft documents that are scheduled to be delivered to the Monitor and DOJ for review. This schedule is contained in Appendix A of the Monitoring Plan.

Document	Due Date	Monitoring Plan Appendix A Topic/Subtopic/SA Paragraph
Reviewing Use of Force 8.400	6/30/13	Use of Force Use of Force Committee SA ¶119-125
Mentally Ill Subjects 16.110	6/30/13	Crisis Intervention Policy Development SA ¶ 130-132
Force Investigation Team (FIT) Procedural Manual	*	Use of Force  SA ¶ 115

\* Appendix A of the Monitoring Plan does not specify a deadline for delivery of the FIT Procedural Manual. However, Appendix B of the Monitoring Plan states that the FIT Manual will be delivered on 12/31/13 which would be 120 days after the scheduled approval of the 8.300-Use of Force policy. SPD believes that it would be more productive to review the FIT Manual in conjunction with policy 8.400-Reviewing Use of Force and has therefore delivered the manual at the same time as the policy. SPD proposes that the review schedule for the manual be the same as the schedule for the policy. This will allow the procedures governing the FIT to be approved at the same time as the policies governing

the Use of Force Review Board. The FIT policies are contained in both 8.400 and 8.300 (delivered on 3/29/13).